



Manufactured Food Facility Basic Requirement List

Plan Review Packet, Plans and Specifications, drawn to scale and showing equipment, must be submitted to the Department for approval 30 days before construction begins.

- All food shall be from an approved source.
- The grounds shall be designed to protect against the contamination of food.
- The establishment shall be designed to be adequate in size, construction, and design to facilitate maintenance and sanitary operations for food-production purposes (i.e., manufacturing, processing, packing, and holding) and provide adequate space for equipment and storage for maintenance, sanitary operations, and the production of safe food.
- Floor, walls, and ceilings shall be designed, constructed and installed so they are smooth, non-porous and easily cleanable. All establishment equipment and utensils must be designed to be adequately cleanable and maintained.
- Hand washing facilities shall be provided that are adequate in number, convenient in location, and furnish hot and cold running water by means of a mixing valve or combination faucet at the required temperature.
- Food-contact surfaces must be corrosion resistant, made of non-toxic materials and designed to withstand their intended use.
- Seams on food-contact surfaces must be smooth and maintained to minimize accumulation of food particles, dirt and organic matter to minimize microorganism growth and allergen cross contact.
- Holding, conveying and manufacturing systems must be designed and constructed for maintenance; in appropriate clean and sanitary conditions.
- Cold holding units shall be equipped with a thermometer or continuous temperature monitoring device placed in a conspicuous location.
- Instruments and controls used for measuring, regulating or recording temperature, pH, acidity, water activity or other conditions for preventing the growth of microorganisms in food shall be accurate, maintained and adequate in number for their designed use.
- Approved ware washing facilities or clean in place (CIP) processes shall be available.
- Allergen cross-contact shall be addressed in the design.
- All outer openings to the establishments shall be protected (screened) and have self-closing, tight fitting doors.
- Adequate lighting shall be present in all areas where food is examined, manufactured, processed, packed, or held and where equipment or utensils are cleaned.

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- Lights shall be shatter-resistant light bulbs or protect against food contamination in case of glass breakage.
- Adequate ventilation to minimize dust, odors and vapors (including steam and noxious fumes) shall be present.
- Cleaning compounds and sanitizing agents must be approved, safe and adequate for use. They must be verified for use by a letter of guarantee, certification or examination of these substances and stored in a manner that protects against contamination of food, food-contact surfaces or food-packaging materials.
- Toxic items such as insecticides, rodenticides, caustics and medicines shall be stored separately from food and food utensils.
- Plumbing shall be designed to carry water to required locations and convey sewage and liquid disposable waste from the establishment. Sewage must be disposed of into an approved sewage system.
- Proper floor drainage shall be present in areas where flooding-type cleaning of floors takes place and release or discharge water or other liquid waste is on the floor. Service/Mop sink shall be required in establishments that do not meet the requirements for flood-type cleaning of floors.
- Approved prevention of backflow and cross-connections between sewage and potable water shall be present.
- Toilet facilities shall be present for employees. All toilet facilities shall have self-closing doors and mechanical vents, vented to the outside of the building.
- Garbage facilities shall be properly located and maintained.
- Processes using compressed air or other gases introduced to food or used to clean contact surfaces shall be designed in such a way that food is not contaminated.
- Laundry facilities in a foodservice establishment are not allowed in the food processing, storage or ware washing areas.
- A designated area shall be available for storage of personal care items such as clothing and purses so that contamination of food, single use items and equipment shall not occur.
- The water supply shall be from an approved source. Water shall be of sanitary quality and supplied under pressure and of suitable temperature where water is needed.
- Human food by-products held for animal food shall be stored separately and meet all of the requirements of human food.
- All products labels shall be reviewed and approved by the regulatory authority.

Additional requirement may include:

Product Analysis

Processing Authority

Adherence to subpart C of 21CFR117

Certification or course work, dependent on process or product